

Yr 7 Settling In Eve. Oct17
October 2017

TO:ALL YEAR 7 PARENTS/CARERS

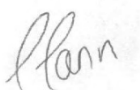
Dear Parent/Carer

We would like to invite you and your child to attend the Year 7 Meet the Tutor Evening on Wednesday 11 October 2017. This is *not* a formal parent's evening, where you will receive detailed information about how your child is doing in different subject areas, but more of a discussion about how your child has settled into their first weeks at Longsands'. The procedure for the evening is as follows:

1. **You can make appointments using our on-line booking system** from 9am on the 4 October 2017(please see overleaf for instructions) The cut off point for making online appointments is midnight on Tuesday 10 October 2017. After this time, or if you are unable to access or use the online system, please ask your son/daughter to contact a member of the KS3 support staff or contact them yourself on 01480 353535.
2. Miss Bingham will be available to speak to parents of I2L students and a member of the SEN team will be available in N1.6.
3. **We strongly encourage you to attend the Evening to meet the tutor with your son/daughter, as it would be beneficial for him/her to be part of the process. Should students attend they must be in full school uniform.**
4. Appointments will be held in the New Building and each appointment is timed to last 5 minutes. We ask for your assistance in keeping to your allocated time slot. If, as a result of your conversation there are still issues to discuss, it may be appropriate to arrange another appointment at a later date.
5. Members of the student support team, including Mrs Breakspear and the Heads of School, will be available throughout the evening.

If you have any queries concerning these arrangements, please contact your son/daughter's Form Tutor. We look forward to seeing you on the 11 October.

Yours sincerely



Miss C Cann
Head of Maple School



Mrs S Postins
Head of Willow School



Miss K Bingham
Head of Aspen School